

**INVITATION TO PARTICIPATE IN NEGOTIATED
PROCESS**

FOR THE PROJECT

**“EUROASIA INTERCONNECTOR TERRITORIAL CIVIL
WORKS STUDIES”**

Tender No.: 251017-2016

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INVITATION

EuroAsia Interconnector Limited a subsidiary of Cyprus-based Quantum Energy Limited and with the participation of Greek Public Power Corporation (PPC) S.A. , hereby invites, in accordance with Directive 2004/17/EC of the European Council to a negotiated tender process, all interested Economic Operators for the award of the contract with object:

“EuroAsia Interconnector Territorial Civil Works Studies”.

Co-Financing from European funding such as the Connecting Europe Facility (CEF) is under consideration.

Article 1

Tender information – Time and place of Tender

1. **Contracting Authority**

- EuroAsia Interconnector Limited
- Address: Quantum House: 25 Philippou Str., 2363, Ayios Dometios, Nicosia, Cyprus

2. **Responsible Contact Person of Contracting Authority**

Leonidas Leonida

Tel: 00357 22 79 22 00

Fax: 00357 22 77 67 99

E-mail: procurement@euroasia-interconnector.com

3. The Tender process will take place in two stages:

- a. **Pre-selection stage:** Invitation to all interested Economic Operators to submit Requests to Participate, so that qualified Candidates may be selected to submit a Tender. The evaluation and selection of qualified economic operators will be performed according to the process and criteria described in this Invitation.
- b. **Award stage:** Invitation of qualified candidates to submit a Tender and take part in negotiations. Details of the Tender evaluation and negotiation processes to be provided in the Request for Proposal that will be sent to qualified economic operators along with the invitation to submit a tender.

4. The deadline for the submission of the Requests to Participate is 9/9/2016 at 12:00.

5. The Requests to Participate must be drafted in English.
6. Interested Economic Operators may submit their inquiries/comments/ suggestions regarding the Tender process in writing via fax, e-mail or letter at the contact information provided in paragraphs 1 and 2, by 26/8/2016 at 12:00. Contracting Authority shall provide written answers to any questions that will have been submitted in due time, on its website, by 2/9/2016. It is noted that under no circumstance may Economic Operators rely or invoke any verbal information provided by personnel of the Contracting Authority.
7. Submission of guarantees is not required during the pre-qualification stage. The participation guarantee required during the award stage as well as other guarantees will be defined in the invitation to tender.
8. The Contract budget is estimated at €2.500.000 (Euro Two Million and Five Hundred Thousand). This amount does not include VAT.

Article 2

Place, description and essential characteristics of the project

1. The object of the contract is the performance of Territorial Civil Works Studies for the construction of the EuroAsia Interconnector.
2. The EuroAsia Interconnector project links the electrical systems of Israel, Cyprus and continental Greece (via Crete) through 500KV sub-marine DC cable and HVDC onshore stations in each country/location and have a total capacity of 2000 MW. The project creates an energy bridge between the two continents with a total length of the interconnector of 1520 km, and creates a reliable alternative corridor for transferring electricity to Europe and allow for reverse transmission of electricity.

Stage 1 of the EuroAsia Interconnector consist of a 500 kV submarine cable with a total capacity of 1000 MW and 8 HVDC onshore stations.

The project promoter of the EuroAsia Interconnector is EuroAsia Interconnector Limited, a subsidiary of Cyprus based Quantum Energy Limited and with the participation of Greek Public Power Corporation (PPC) S.A. The interconnector project has been included in the list of Projects of Common Interest (PCI) of the European Union, as a cluster PCI consisting of the following PCIs:

- PCI 3.10.1 - Interconnection between Hadera (IL) and Kofinou (CY)
- PCI 3.10.2 - Interconnection between Kofinou (CY) and Korakia, Crete (EL)
- PCI 3.10.3 - Internal line between Korakia, Crete(EL) and Attica region (EL) Pachi

The project is at its final design phase prior to the commencement of construction works.

In order to secure a safe implementation of the project the following Territorial Civil Studies will be necessary.

- A. Surveying and mapping of the project area
 - a. A detailed topographic survey of the project areas.
 - b. A detailed area surveying and elevation mapping of the project areas.
 - c. A topographic mapping of the project areas.
- B. Road design: Assessment of existing road system and design of roads wherever necessary in order to connect the project areas with the existing road system. Must apply road safety and lighting design based on local laws regulations.
- C. Hydraulic works design: Includes hydrological studies in order to specify parameters of flood protection works. Settlement design of existing water streams adjacent to the project area. Flood protection works design of the converter stations and the jointing pits. Drainage design of the main road systems in the areas of the project.
- D. Geological Studies: Studies to include, geological mapping of the project area, collection of existing data and evaluation of the area's seismic characteristics; Technical and Geological studies of the geological formations within the project area
- E. Geotechnical design and research: Drilling and acquiring of ground samples in the areas of the Converter Stations and Jointing Pits and along the proposed road network for laboratory testing. Evaluation studies of the project areas geotechnical conditions. Foundation design for the Converter station, the Jointing Pits and road network needed. Excavation and embankment design for the proposed road works. Embankment design for the converter station and slope design for the proposed road works.
- F. MEP (Mechanical, Electrical, Plumbing) design of the Converter Station buildings and the surrounding area including water and plumbing network design, HVAC design, electrical installation design, BMS (Building, Management System) design, fire protection and lighting protection.
- G. Landscaping design conducted according to the guidelines and restrictions of the EIA ensuring the restoration of the project area after the construction phase, including grassing for the enhanced stability of the slopes which will be created and irrigation design of the proposed green areas.
- H. Cable line design: Consists of the required works regarding cable trench placement from the converter stations to the existing electricity power grid in order to specify the exact cable route and will include: Collection of mapping data. Collection of data concerning existing power and telecommunication lines, water, natural gas and sewage networks. Evaluation processing and integration/synthesis of available network maps. Imprinting the collected data to the project's topography map. Optimization of the cable line route and production of general layout and alignment drawings. Design of required technical works, in case of interception of the cable line with existing projects and networks must be displayed. Design of alternative cable routes in case of administrative obstacles.
- I. Road access capacity study in order to ensure transport ability and security for the heavy load equipment of the Converter Stations from the nearest appropriate ports to the Converter Station areas.

3. The place of delivery / performance of the above shall be Cyprus as well as the Eastern Mediterranean Basin, between Israel, Cyprus, Crete and Attica.

Article 3

Eligibility and requirements for participation

1. Eligible for participation in the present tender procedure are all interested Economic Operators (natural and/or legal persons governed by public or private law or consortia of legal persons).
2. Consortia of natural and/or legal persons may jointly participate in the Tender, under the condition that the participation proportion of each person of the consortium is clearly stated in the Request for Participation.
3. Consortia are not obliged to take a specific legal form in order to participate in the tender procedure. If the selected Contractor is a consortium, then such consortium shall not be obliged to take a specific legal form before the Contract is signed.
4. Every natural or legal person may participate in the tender procedure either individually or in one consortium only.
5. To implement the Contract Scope, the Candidate may use subcontractors. It is understood that in the event the Candidate intends to subcontract to third parties any share of the contract, the Candidate, in preparing his Request to Participate, has been informed whether the same subcontractor participates in any way whatsoever in another Request to Participate in the same tender procedure. Pre-selected economic operators should indicate in their tender the specific part of the contract that they intend to subcontract to third parties. This indication shall be without prejudice to the question of the principal economic operator's liability.
6. To participate in the tender procedure, interested economic operators must meet the following requirements concerning their personal situation:
 - a. They must not have been convicted by final judgement of a Cypriot or foreign court for participation in a criminal organisation (as defined in Article 2(1) of Council Joint Action 98/773/JHA), corruption (as defined in Article 3 of the Council Act of 26 May 1997 and Article 2(1) of framework decision 2003/568/JHA, respectively), fraud (within the meaning of Article 1 of the 27 November 1995 Convention relating to the protection of the financial interests of the European Communities) or money laundering and terrorist financing (as defined in Article 1 of Directive 2005/60/EC).
 - b. They must not be bankrupt or in the process of being wound up, have their affairs administered by the court, have entered into an arrangement with creditors, have suspended business activities or be in any analogous situation arising from a similar procedure under national laws and regulations.

- c. They must not be the subject of proceedings for a declaration of bankruptcy, for an order for compulsory winding up or administration by the court or of an arrangement with creditors or of any other similar proceedings under national laws and regulations.
 - d. They must not have been convicted by a judgment which has the force of res judicata of any offence concerning their professional conduct.
 - e. They must not have been found guilty of grave professional misconduct proven by any means which the Contracting Authority can demonstrate.
 - f. They must have fulfilled their obligations relating to the payment of social security contributions and their obligations relating to the payment of taxes and duties as at the closing date for the submission of Requests to Participate, in accordance with the legal provisions of the Republic of Cyprus or with those of the country where they are established.
 - g. They must not have been found guilty of serious misrepresentation in supplying the information required above and have not failed to supply such information
7. It is understood that if the interested economic operator is a consortium of persons, the above requirements must be met by all consortium members.
 8. The same requirements must be met by the entities whose capacities the Candidate is invoking, within the meaning of paragraph 10 of this article and paragraph 4 of Article 4.
 9. To participate in the tender procedure, interested economic operators must meet the following requirements concerning their economic and financial standing:
 - a. Their average annual turnover for the last 3 (three) financial years must be at least equal to €2.500.000 (Euro Two million and five hundred thousand).
 - b. Their average annual operating results for the last three (3) years must be positive.
 10. An interested economic operator may rely on the capacities of other entities, regardless of the legal nature of the links it has with them, in order to fulfil the requirements of paragraph 9. In such a case, it must be able to prove to the Contracting Entity that it shall have at its disposal the resources necessary.
 11. It is understood that if the interested economic operator is a consortium of persons, it is sufficient for the above requirements to be met cumulatively by the consortium members.

Article 4

Technical and professional ability

1. To participate in the tender procedure, interested economic operators must meet the following requirements concerning their technical and professional ability:
 - a. They must possess, and be able to document adequately, know-how and experience in the implementation of contracts similar to the contract being put out to tender and, more specifically, they must possess experience in the performance of Territorial Civil Works Studies.
 - b. They must, have completed successfully at least 3 contracts with the object described in point (a) above, with a participation rate of more than 50 % during the period 2007 – 2016. The term 'completed' shall mean that implementation of the respective contract is at least 60 % complete, in terms of the amount disbursed, with respect to the total value of the project, as of the date of submission of the Request to Participate.
2. It is understood that if the interested economic operator is a consortium of persons, it is enough for the above requirements to be met cumulatively by the consortium members.
3. Interested economic operators should be certified in accordance with the CYS EN ISO 9000 series of Cyprus standards, by a recognised Institute or Organisation, for the provision of services similar to those put out to tender, or hold some other equivalent certification issued by Organisations having their registered office in Member States of the European Union, or other proof of the existence of equivalent quality assurance measures for the services that they provide. It is understood that if the interested economic operator is a consortium of persons, the above requirements must be met by all consortium members.
4. An interested economic operator may rely on the capacities of other entities, regardless of the legal nature of the links it has with them, in order to fulfil the requirements of paragraph 1. In such a case, it must be able to prove to the Contracting Entity that it shall have at its disposal the resources necessary.
5. The number of suitable Candidates to be invited to tender is set to a minimum of three (3) (provided that there are sufficient suitable Candidates) and to a maximum of five (5).

Article 5

Format and submission of Requests to Participate

1. Interested Economic Operators must submit their Requests to Participate no later than the deadline for the submission of Requests to Participate specified in paragraph 4 of Article 1.
2. Requests to Participate should be submitted at the place specified in paragraph 1 of Article 1 or be sent to the Contracting Authority by registered post to be received by the Contracting Authority on or before the date specified for the

submission of Requests to Participate. The responsibility for timely reception of Requests to Participate rests with the interested economic operators.

3. Requests to Participate which were submitted after the specified date and time or which, although posted within the specified time limit, did not arrive at the Contracting Authority within the specified time limit, shall not be taken into consideration and shall be considered to be late.
4. The Request to Participate in the tender procedure should contain the "PARTICIPATION CREDENTIALS" Sub-envelope. This Sub-envelope contains the legalisation documents establishing the right of the interested economic operator to participate in the tender procedure pursuant to Article 3 and 4 of the present Invitation, and comprises in particular the following:

For certifying the eligibility for participation in accordance with paragraphs 1-5 of Article 3, the following:

- a. If the Candidate is a legal person, proof of its establishment.
- b. If the Candidate is a consortium of natural and/or legal persons, the above supporting documents should be submitted for each legal person participating in the consortium. A Cooperation Agreement, signed by all participants in the consortium, should also be submitted, stating:
 - i. The intention of each participant to participate in the consortium,
 - ii. The participation rate of each member in the consortium,
 - iii. The consortium member to act as the leader of the consortium, and
 - iv. The person appointed as Representative of the consortium.
- c. The Solemn Declaration Certifying the Candidate's Personal Situation, a template for which is contained in the Appendix to the present Invitation (Form 2), duly completed and signed.
- d. For certifying the Economic and Financial Standing of the Candidate which is required based on paragraphs 9-11 of article 3, the relevant Table, a template for which is contained in the Appendix to the present Invitation (Form 3), duly completed and accompanied by copies or extracts of the audited financial statements for the last three (3) financial years, where the Candidate is obliged to publish audited financial statements (where the publication of audited financial statements is required under the company laws of the country where the Candidate is established) or a Statement of the respective required financial data where the latter is not obliged to publish audited financial statements.
- e. For certifying the technical and professional ability of the Candidate in accordance with Article 4, the following:

- i. A list of contracts, showing that the participation requirements specified in items (a) and (b) of paragraph 1 of Article 4 are met, which should be in the format of the template contained in the Appendix to the present Invitation (Form 4).
 - ii. Information documenting the successful implementation of the contracts of item (b) of paragraph 1 of Article 4, as follows:
 - If the Employer is a Public Entity, a relevant certificate issued by the competent Public Authority.
 - If the Employer is a private entity, a certificate from that private entity or, failing this, a simple declaration by the Candidate in which the data of the contact person at the entity where the contract was executed must be given.
 - iii. A certificate issued by an independent organisation, attesting the compliance of the Candidate with a quality assurance standard based on the CYS EN ISO 9000 series of Cyprus standards, or other equivalent certifications issued by bodies established in other Member States of the European Union, or other evidence of equivalent quality assurance measures.
- f. If the Candidate relies on the capacities of other entities, submission of the following supporting documents is required:
- i. Declarations by these entities, whereby they shall guarantee to the Contracting Authority that, should the Candidate be appointed Contractor, they shall place at its disposal the necessary resources as appropriate (Form 6).
 - ii. The declaration of subparagraph (c) of paragraph 4.

It is understood that in such a case, the supporting documents of subparagraphs (d) and (e) of paragraph 4 should also include the documents concerning these entities, depending on the resources made available.

- g. Certification regarding the protection of employees, in the format of the template contained in the Appendix to the present Invitation (Form 5).

Interested economic operators may obtain information on the obligations deriving from the provisions of the legislation on the protection of the employees and on working conditions currently in force in the Republic of Cyprus and applicable to the place of execution of the Contract Scope, from the Website of the Department of Labour Inspection (www.mlsi.gov.cy/dli).

5. Candidates must submit the originals of the supporting documents required or photocopies thereof.

6. The Contracting Authority may request Candidates to clarify the supporting documents submitted or supply any information missing from them. In this case, the Candidates are obliged, under penalty of disqualification, to supply such missing information within five (5) working days from the day on which they are requested to do so. Information submitted after the specified deadline for the submission of Requests to Participate which should have accompanied the Request to Participate, is not to be considered as clarification or supplement and therefore it is not allowed.
7. The Requests to Participate must be drawn up in the manner, order, numbering and format determined in the present Invitation, must be submitted within a single sealed envelope or package, and must be written in the language specified in paragraph 5 of Article 1
8. The outer envelope or package of each Request to Participate must be clearly marked with the following:
 - The words “**REQUEST TO PARTICIPATE**” in block capitals.
 - The full title of the Contracting Authority.
 - The reference number of the tender procedure.
 - The title of the tender procedure.
 - The closing date for the submission of Requests to Participate.
 - The sender’s contact information
9. The Requests to Participate must not bear any irregular corrections (erasures, deletions, additions etc.). If there are corrections, additions etc., these should be initialled by the Candidate or its Representative.
10. The single Request to Participate envelope contains all documents pertaining to the Request to Participate, as follows:
 - a. Request to Participate Form, fully completed and signed by the Candidate or its Representative, in the format of the template contained in the Appendix to the present Invitation (Form 1).
 - b. “Participation Credentials Sub-envelope”, containing two (2) copies of the legalisation documents and all other necessary supporting documents for participation in the tender procedure.

One of the copies of the Sub-envelope shall be labelled “ORIGINAL” and shall prevail over the other copies in the event of discrepancies between them. Every page of the ORIGINAL must be initialled by the Candidate or its Representative. In the case of bound documents, then it is allowed to only initial the first page and the last page.

The “Participation Credentials Sub-Envelope” shall also bear any other marks of the main (outer) envelope.

11. Any other format used to draw up the Requests to Participate shall not be acceptable and such Requests shall be rejected as inadmissible.
12. All requested Forms / Declarations should be signed by an authorised person.
13. Candidates may modify or withdraw their Requests by written notice, to be submitted to the Contracting Authority before the closing date for the submission of Requests to Participate. In such cases, the outer envelope or package should, in addition to the indications provided for in the next paragraph, also be labelled "MODIFICATION OF REQUEST" or "WITHDRAWAL OF REQUEST", as the case may be.
14. With the exception of the provisions of paragraph 6, no clarification, modification or rejection by the Candidates of a term or item of the Requests to Participate shall be allowed after the closing date for their submission.
15. Candidates do not have the right to withdraw their Requests or any part thereof after the closing date for the submission of Requests to Participate. If a Request or any part thereof is withdrawn after this date, the Candidate is declared as default and is deprived of all of its rights to submit a Tender in response to the present tender procedure.

Article 6

Procedure for the pre-qualification of candidates

1. The Contracting Authority establishes an Opening/Evaluation Committee which, within the powers granted to it, undertakes and handles matters concerning the verification of Requests to Participate.
2. Opening of the Requests to Participate submitted, or sent and received, within the specified time limit, shall be carried out by authorised persons, as soon as possible after expiry of the deadline for the submission of Requests to Participate specified in paragraph 4 of Article 1, at the seat of the Contracting Authority, at a time set by the Contracting Authority, in the presence of any attending representatives of the Candidates. For attending the procedure, the representatives must produce, upon their arrival at the place where the tender procedure is conducted, a relevant authorisation from the Candidate or its legal representative.

3. The authorised persons shall number the Requests to Participate and shall enter them in a special form, which also includes the full name(s) of the attending representative(s) of the Candidates.
4. The Opening/Evaluation Committee shall open the “PARTICIPATION CREDENTIALS” Sub-envelope, and shall check the correctness and completeness of the Request to Participate Form
5. After the opening of the “PARTICIPATION CREDENTIALS” Sub-envelope, the Opening/Evaluation Committee shall verify the correctness and completeness of the submitted supporting documents and the fulfilment of the requirements for participation, as per the specific provisions of Articles 3 and 4, and shall enter the results of this verification in a special form.
6. If the verification procedure establishes that there are Requests to Participate which do not meet the requirements for participation as required by the present Invitation, then the Contracting Authority, through its Opening/Evaluation Committee, shall reject these Requests.
7. The Candidate Economic Operators who, after the verification of paragraph 5, are found to meet the requirements for participation, shall qualify to participate in the next stage of the tender procedure (Stage B – award stage) and shall be invited to tender.
8. If, during the verification procedure, it is found that the Candidates whose Requests to Participate meet all participation requirements of Articles 3 and 4 are more than the number of Candidates to be invited to tender which the Contracting Authority has specified in paragraph 5 of Article 4 of the present Invitation, the Opening/Evaluation Committee shall conduct a comparative evaluation in order to select the 5 best Candidates, whom it shall invite to tender at the next stage of the tender procedure.
9. The comparative evaluation of Candidates shall be conducted using the following criterion:
 - a. Comparative criterion 1: Total number of each Candidate’s contracts meeting the requirements of item (b) of paragraph 1 of article 4 and involve Territorial Civil Works studies.

In the case of Candidates obtaining the same mark after being evaluated using the above criterion, these shall be ranked using the following criterion:
 - b. Comparative criterion 2: Total budget of each Candidate’s contracts meeting the requirements of subparagraph (b) of paragraph 1 of article 4.
10. After evaluating the Requests to Participate of the Candidates meeting all participation requirements using the first criterion, the Opening/Evaluation Committee shall rank the Candidates in decreasing order of the degree of

fulfilment of this criterion, and shall draw up relevant Minutes. From this ranking, the top 5 Candidates shall be invited to tender at the next stage of the tender procedure.

11. The Contracting Authority shall inform by letter the prequalified Candidates of the results of the prequalification stage of the tender procedure, and shall invite them to participate in the next stage of the tender procedure by submitting their tenders.
12. The Contracting Authority shall inform by letter all Candidates, in the event that the tender procedure is cancelled. In all other cases the Contracting Authority shall notify the unsuccessful Candidates of the decision taken and of the reasons for it.
13. The Contracting Authority shall notify to every disqualified Candidate who submits a relevant application, within a deadline of fifteen (15) days of receipt of such application, the reasons for which its Request to Participate was rejected.
14. The tender procedure may be cancelled before the specified deadline for the submission of Requests to Participate for specific and justified reasons, by decision of the Contracting Authority.
15. Cancellation of the tender procedure after expiry of the deadline for the submission of Requests to Participate may be decided where one or more of the following conditions apply:
 - a. When no Request to Participate has been submitted within the specified deadline,
 - b. When the circumstances under which the tender procedure was announced have changed to such an extent that the scope of the tender procedure is no longer necessary, or
 - c. In the event of any other serious unforeseeable cause, which the Opening/Evaluation Committee deems to be justified.
16. The interested economic operators / Candidates do not maintain and shall waive any claim against the Contracting Authority on account of such cancellation based on paragraph 6 of article 8 of this invitation.

Article 7

Legal Framework

The Tender procedure shall be conducted in accordance with Directive 2004/17/EC as applicable.

Article 8

General Rules

1. Participation in the tender procedure is open to all interested economic operators meeting the legal, financial, technical or other requirements provided for in the present Invitation.
2. By submitting their Requests to Participate, Candidates are assumed to be familiar with all relevant Laws and Regulations of the Republic of Cyprus which affect, either directly or indirectly, the tender procedure. Moreover, Candidates are assumed to be familiar with all relevant Laws and Regulations of the places of delivery/performance of the Contract as specified in paragraph 3 of Article 2, which affect, either directly or indirectly the implementation of the contract scope.
3. Contracting Authority will consider as acceptable those Requests to Participate which comply with all terms and conditions of this invitation and may also accept any Request to Participate with insignificant deviations based on its judgment and discretion. Insignificant deviations are considered to be differences that do not affect the scope of the contract's object or the quality of its execution, do not substantially restrict the rights of the Contracting Authority or the obligations of the Contractor and do not affect the principal of equal treatment of tenderers.
4. Any attempt by or on behalf of a Candidate to influence in any way whatsoever the judgement of the Contracting Authority or of the Opening/Evaluation Committee in the discharge of their duties in connection with the tender procedure or result, shall result in the rejection of its Request to Participate.
5. Candidates who have obtained or taken in their possession, without legal authority and at their own initiative, information or documents of a secret nature in connection to the tender procedure, shall be excluded from participation.
6. Every Economic Operator being interested in the conclusion of a contract with EuroAsia Interconnector Limited. shall be entitled to contest, by lodging an appeal, any enforceable act of the Contracting Authority related to the selection procedure which he considers as affecting his interests in an unlawful manner.

This appeal is exercised in accordance with the requirements of the applicable legislation for extending legal protection at the stage which precedes the conclusion of the contract.

The time limits for lodging the appeal and for subsequent recourse, if any, to provisional remedies shall entail only the restraints imposed by the law.

Every appeal, in accordance with the aforementioned, shall be against EuroAsia Interconnector Limited. and examined by a responsible Appeals Committee, who/which shall issue a justified decision thereon within the time limit provided for by the standing legislation in force from time to time that will be provided in writing to the party lodging the appeal. If such time limit elapses inactive, it shall be inferred that the appeal has been dismissed.

***APPENDIX: TEMPLATES FOR FORMS –
PREQUALIFICATION STAGE***

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- FORM 1: REQUEST TO PARTICIPATE TEMPLATE**
- FORM 2: TEMPLATE FOR THE SOLEMN DECLARATION CERTIFYING THE CANDIDATE'S PERSONAL SITUATION**
- FORM 3: DOCUMENTATION OF THE CANDIDATE'S ECONOMIC AND FINANCIAL STANDING**
- FORM 4: DOCUMENTATION OF THE CANDIDATE'S TECHNICAL AND PROFESSIONAL ABILITY**
- FORM 5: TEMPLATE FOR THE CERTIFICATION REGARDING THE PROTECTION OF EMPLOYEES**
- FORM 6: OTHER ENTITIES DECLARATION FORM**

FORM 1

TEMPLATE FOR THE REQUEST TO PARTICIPATE

To:

<name of Contracting Authority>

Subject: <Tender procedure title>.

Tender procedure no.:

**Closing date for the submission of
Requests to Participate:**

*After examining the Invitation of Requests to Participate in the tender procedure **<tender procedure title>**, which is conducted in accordance with the negotiated process, and after developing a full understanding of the contents of the Invitation, we the undersigned submit our Request to Participate in the above tender procedure and undertake to submit a complete Tender for execution of the Contract Scope if, after the conclusion of the first stage of the tender procedure, we are judged admissible, we are included in the list of prequalified candidates and we are sent the respective Invitation to Tender.*

Signature of Candidate or
of Candidate's Representative

Name of signatory

Identity Card / Passport No. of signatory

Capacity of signatory

Details of Candidate¹

Name of Candidate

Country of establishment

Address..... P.O. Box

Address for communication (if different)

P.O. Box

Contact tel. no. Contact fax no.

VAT Register No.
(country of enrolment on the VAT Register)
Date

Witness (Name, Signature and Address)

.....
.....
.....

Note 1: In the case of a consortium of natural and/or legal persons, the details for the consortium and the details of each consortium member must be given.
Note 2: All blank fields must be completed by the Candidate or by the Candidate's Representative.

FORM 2

**TEMPLATE FOR THE SOLEMN DECLARATION CERTIFYING THE CANDIDATE'S
PERSONAL SITUATION**

To: <name of Contracting Authority>

Subject: <**Tender procedure title**>

Tender procedure no.:

Closing date for the submission of
Requests to Participate:

I solemnly declare that:

- a. *I have not been convicted by final judgement of a Cypriot or foreign court for participation in a criminal organisation (as defined in Article 2(1) of Council Joint Action 98/773/JHA), corruption (as defined in Article 3 of the Council Act of 26 May 1997 and Article 2(1) of framework decision 2003/568/JHA, respectively), fraud (within the meaning of Article 1 of the 27 November 1995 Convention relating to the protection of the financial interests of the European Communities) or money laundering and terrorist financing (as defined in Article 1 of Directive 2005/60/EC).*
- b. *I am not bankrupt or in the process of being wound up, have not my affairs administered by the court, have not entered into an arrangement with creditors, have not suspended business activities and are not in any analogous situation arising from a similar procedure under national laws and regulations.*
- c. *I am not the subject of proceedings for a declaration of bankruptcy, for an order for compulsory winding up or administration by the court or of an arrangement with creditors or of any other similar proceedings under national laws and regulations.*
- d. *I have not been convicted by a judgment which has the force of res judicata of any offence concerning their professional conduct.*
- e. *I have not been guilty of grave professional misconduct.*
- f. *I have fulfilled my obligations relating to the payment of social security contributions and of taxes and duties, in accordance with the legal provisions of the Republic of Cyprus / of the country where I am established, i.e. **<delete as appropriate>**, as at the closing date for the submission of Requests to Participate.*

Any paragraph that does not apply should be deleted and the space below should be used to provide clarifications.

.....
.....
.....
.....

Signature:

Name of signatory:

Identity Card / Passport No. of signatory:

Capacity of signatory

Details of Candidate or consortium participant <delete as appropriate>

Name:

Country of establishment: *Address:*

.....P.O. Box.....

Address for correspondence (if different).....

.....P.O. Box.....

Contact tel. no. *Contact fax no.*

FORM 3

DOCUMENTATION OF THE CANDIDATE'S ECONOMIC AND FINANCIAL STANDING

(Please complete the following financial data tables based on your annual financial statements for the last three years, using the previous year as the last reference year. If the Candidate is a consortium, Table A is completed with the aggregate data for all the members of the consortium and Table B is completed for each consortium member separately. If the Candidate is only one person, only Table A is completed).

If the financial statements for the last reference year have not yet been audited in accordance with the International Financial Reporting Standards (IFRS), you must submit a statement regarding the financial information, signed by the Management of the enterprise and accompanied by a certification issued by a certified accountant or by some other person with equivalent qualifications applicable in the country from which that person comes. The figures given in all columns must be calculated on the same basis, to allow direct year-on-year comparisons to be made (or, if the basis has changed, an explanation of the change must be provided as a footnote to the Table).

Table A

Financial data	<Year>	<Year>	<Year>	Average
<i>Annual turnover (in EURO)</i>				
<i>Annual operating results (in EURO)</i>				

Table B

Name of Consortium member:

Financial data	<Year>	<Year>	<Year>
<i>Annual turnover (in EURO)</i>			
<i>Annual operating results (in EURO)</i>			

General Note: *The Candidate may rely on the capacities of other entities, regardless of the legal nature of the links which it has with them. If the Candidate makes use of this facility, then the above tables should also include the data for such third parties (one or more).*

FORM 4

DOCUMENTATION OF THE CANDIDATE'S TECHNICAL AND PROFESSIONAL ABILITY

1. EXPERIENCE OF THE CANDIDATE

(Please complete the table below listing the data of contracts similar –in accordance with the service types stated in article 4 of the Invitation of Requests to Participate– to the contract being put out to tender, and which the entity is currently implementing or has implemented during the last 10 years.

No.	Project Title								
Name of entity (Consortium member)	Country	Total Contract Value (EURO)	Amount Disbursed	Completion (%)	Share of the contract carried out by the Entity (%)	Client (Contracting Authority & Contact Name)	Origin of Funding	Dates (start/end)	Other Consortium members (if any)
...
Detailed description of project							Type of service provided		
...							...		

2. SPECIALISATION FIELDS

(If the Candidate is a consortium, then the table below must be completed, using the names of these specialisations as the row headings and indicating –by using the symbol √– the specialisation field of the consortium Leader and of each individual member. If the Candidate is a single person, then its experience is entered in the “Leader” column. The specialisation fields should be those stated in article 4 of the Invitation of Requests to Participate).

	<i>Leader</i>	<i>Member 1 (name)</i>	<i>Member 2 (name)</i>	<i>etc.</i>
Territorial Civil Works Studies				

General Note: *The Candidate may rely on the capacities of other entities, regardless of the legal nature of the links which it has with them. If the Candidate makes use of this facility, then the above tables should also include the data for such third parties (one or more).*

FORM 5
TEMPLATE FOR THE CERTIFICATION REGARDING THE PROTECTION OF
EMPLOYEES

To: <name of Contracting Authority>

Subject: <***Tender procedure title***>

Tender procedure no.:

Closing date for the submission of
Requests to Participate:

I solemnly certify that in preparing my tender, I shall take into consideration the obligations deriving from the provisions of the legislation on the protection of the employees and on working conditions currently in force in the places of delivery/performance of the Contract as specified in paragraph 3 of Article 2, and applicable to the place of execution of the Contract.

Signature:

Name of signatory:

Identity Card / Passport

No. of signatory:

Capacity of signatory

FORM 6

TEMPLATE FOR THE DECLARATION OF OTHER ENTITIES

To

(Hereinafter called «Contracting Authority»)

Subject:

Competition No. : / 201...

Deadline for the submission of Requests to Participate:

Regarding the above subject, we **<Name of Entity>** guarantee you that in case the contract is awarded to **<Name of successful economic operator>**, we will place at his disposal the necessary resources in relation to **<description of input in the Contract>**. *

Yours sincerely,

Signature of the Entity

Name of Signatory.....

Number of ID/Passport of the signatory

Status of signatory.....

*The resources that will be at the disposal of the successful economic operator for the execution of the Contract should be explicitly set and analysed.